

*A cloud-based solution to help you publish documents via your website and charge customers for the documents viewed or downloaded. Make it easy for customers to access them from anywhere with an internet connection*

## Key Features



### Document Storage

- ✓ Documents can be stored in SBS Portal Document management file cabinets or
- ✓ Store in your own document management but synchronize with SBS Portal
- ✓ Customers will retrieve the documents without accessing your IT network



### Revenue Generating Options

- ✓ Subscriber model– Charge a fee per month and charge any overages based on actual usage (For heavy users of your records. Ex. Title companies)
- ✓ Non-Subscriber or A la carte model– Charge money for actual items accessed and downloaded (For occasional users)
- ✓ Office Kiosk– Visitors to your department can search for records and pay cash/credit to download records
- ✓ Pre-Pay option
- ✓ Or a combination of any of the above options to meet a variety of customer preferences
- ✓ Use Pay Pal, PayGov or GovPay options to accept monies



### Customer Document Accessing Options

- ✓ Links (Graphic Buttons) are placed on your department website
- ✓ Customers can search for documents using any of the search screens
- ✓ Subscribers login before searching and can directly access the documents
- ✓ Non subscribers will have to add to the cart and pay for the document before viewing
- ✓ Can use Kiosk option in office



### Portal Administration

- ✓ Subscribers can be added/Deleted by your Staff
- ✓ Forgotten passwords can be retrieved by subscribers without the need to bother your staff
- ✓ You can set your own Subscription charges and terms
- ✓ Invoicing is done by using data obtained from usage Reports in the portal
- ✓ Subscriptions can be forced to expire if the subscriber cancels or payment is delinquent